

New Richmond Police and Fire Commission  
October 27, 2015 Meeting Minutes

**1. Call to Order**

The meeting was called to order at 6:08 PM.

**2. Roll Call**

Present:

Mark Samelstad	msamelstad@newrichmondwi.gov
Pat Becker	becker41@frontiernet.net
Mike Montello	mmontello@bernardsnt.com
Don Schoenherr	dkschoenherr@gmail.com
Wendy Dadez	wdadez@hotmail.com
David Levi	dhlevi1@frontier.com

Copy To:

Fred Horne	mayorfred@frontier.com
Mike Darrow	mdarrow@newrichmondwi.gov
Patty VanVynckt	pvanvynckt@newrichmondwi.gov
James VanderWyst	nrfire@frontiernet.net
Nicole Friendt	nrfireoffice@frontiernet.net

**3. Adoption of Agenda**

Motion made by Mike Montello and seconded by Pat Becker to adopt the October 27, 2015 Agenda as written. The motion carried.

**4. Commission Meeting Minutes - September 16, 2015**

Motion made by David Levi and seconded to accept the September 16, 2015 Meeting Minutes as written. The motion carried.

**5. Approval of Two Acting Sergeants**

Currently there are two open sergeant positions. Chief Samelstad would like to appoint Andy Westmoreland (day shift) and Michael Crubaugh (night shift). These would be temporary assignments at this time.

Motion made by Mike Montello and seconded by Wendy Dadez to approve the Chief's request to appoint Andy Westmoreland (day shift) and Michael Crubaugh (night shift) as temporary sergeants until the formal posting of these positions occurs after the New Year. The motion carried.

**6. Approval of Hiring of Probationary Officers Jarred McLain (10/12/15) and Joseph Kastens (10/19/15)**

Chief advised that Officers Jarred McLain started on 10/12/15 and Joseph Kastens started on 10/19/15 and both are currently going through their 16 weeks of field training.

Motion made by Mike Montello and seconded by David Levi to approve the hiring of Jarred McLain and Joseph Kastens. The motion carried.

**7. Acceptance of Sergeant Gayle Freiseis Retirement Notice**

Chief advised that Sergeant Gayle Freiseis submitted her retirement notice on October 23, 2015. This matter will be discussed in more detail closed session.

**8. Lieutenants Position**

Chief advised that at this month's City Council meeting, Council decided to table the discussion of the Lieutenant position and will revisit it at their meeting on November 30, 2015. There was discussion amongst the Commission as to the need of a Lieutenants position within the New Richmond Police Department, the calls for service, and case loads. Per Chief Samelstad, the FBI "guideline" is to have 1 officer for every 500 people. The Commission requested that the Chief provide more detailed statistics relative to the City of New Richmond, including a revised detailed job description so that the Commission can make a recommendation to City Council about this position.

**9. Closed Session/Information on Employee Discipline Issue**

Motion made by Mike Montello and seconded by David Levi to go into closed session at 6:50 PM. The motion carried.

**10. Open Session/Approval of Closed Session Business**

Motion made by Pat Becker and seconded by Wendy Dadez to come out of closed session at 7:18 PM. The motion carried.

Motion made by Mike Montello and seconded by Wendy Dadez to accept the retirement notice of Sergeant Gayle Freiseis. The motion carried.

**11. Communication and Miscellaneous**

Chief will send out an Agenda for the November 3, 2015 Police and Fire Commission meeting.

**12. Adjournment**

Motion made by Mike Montello and seconded by Wendy Dadez to adjourn the meeting at 7:21 PM. The motion carried.

**13. Next Meeting**

The next Police and Fire Commission meeting is scheduled for Tuesday, November 3, 2015 at 9:00 AM.